How To Guide

## Before you Begin...

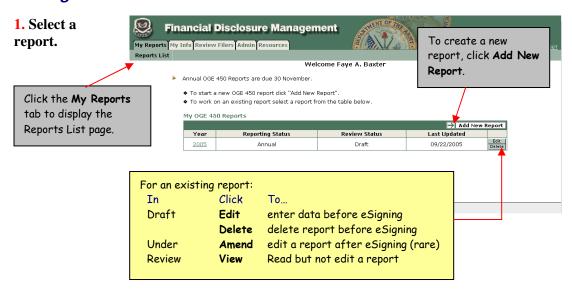
- You need Common Access Card (CAC) to eSign your OGE 450 Report, and
- You must be registered as an FDM user. Refer to <u>How to Self Register for FDM</u> for details

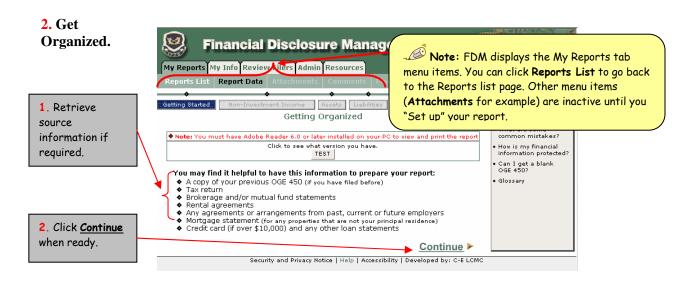
## Overview

This How To Guide provides instructions for using FDM to perform:

- Getting Started
- Entering Report Data
- Wrapping Up
- Log in to FDM. Refer to <u>How to Login to FDM</u> for details.

## **Getting Started**





1. Indicate if any Report Data page. **Financial Disclos** vou have data My Reports My Info Resources to report. Braft - Faye A. Baxter, 2005 Annual OGE 450 Report n-Investment Income Assets Liabilities Outside Positions Agreements Gifts Wrap Up Common Questions Click Yes to enter data for a What non-investment income can I exclude Instructions: Report for yourself and your spouse: For yourself, report all sources of salary and earned income such as salaries, fees, and honoraria (ofter than U.S. Government salary or retirement benefits, such as the Third Savings Plan) which generated more than \$200 in income during the reporting period. For your spouse, report all sources of salary and earned income (other than U.S. Government salary or retirement benefits, such as the Third Savings Plan) greater than \$100 (for honoraria if greater than \$200) during the reporting period. Exclude your dependent child's earned income. report category. Click No if you have nothing Reporting Period: 10/01/2004 through 09/30/2005 Glossarv During the reporting period, did you, or your spouse receive any reportable non-investment income? to report for a category. O Yes O No Continue > ■Back

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2. Click Continue.

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